

Kootenay Presbytery Expense Form

Name: _____

Address: _____

Pastoral Charge: _____ Date: _____

From: _____ To: _____ @ 35 cents \$ _____
Total Kms

Passengers who are registered participants:

1. _____ @ 5 cents \$ _____
2. _____ @ 5 cents \$ _____
3. _____ @ 5 cents \$ _____
4. _____ @ 5 cents \$ _____
5. _____ @ 5 cents \$ _____

Meals \$ ___ # ___ Bkfts \$ ___ # ___ Lunch \$ ___ # ___ Dinner \$ ___ # ___ Total \$ _____
*Meals are paid only for those traveling over extended meal periods up to a daily
Maximum of \$35 plus taxes.*

*Bus or plane fare \$ _____ *Motel/Hotel \$ _____ (daily maximum \$68 plus taxes)

TOTAL TRAVEL EXPENSES \$ _____

*Postage, stationary and copying \$ _____ *Telephone \$ _____ Total: \$ _____

*Other (Please give details and attaché receipts): _____

Signature: _____ Total Expenses: \$ _____

Cheque # _____ Date Issued: _____